



To: Holders of the Project Development Information Packet

Date: May 24, 2004

From: Office of Local Systems

Revision No.: 01-2004

Subject: Project Development Information Packet Revision

The Project Development Information Packet (Packet) has been revised. If you are maintaining a hardcopy of the Packet, please update your Packet by removing the old documents and replacing them with the revised documents noted below. To view, print or download the revised documents noted below, click on the document title.

You may wish to keep this revision notice in the "Revision Notices" section of your Packet for future reference. The current versions of all Packet documents are available on the internet at:

http://www.dot.state.ia.us/local_systems/publications/2001_packet/packet_toc.pdf

***** PLEASE NOTIFY ALL AFFECTED PERSONNEL OF THIS CHANGE *****

Document Title Revision Date (Section / Index No.)	Summary of Significant Revision(s)
Table of Contents 05-24-04 (Table of Contents)	The table of contents has been modified to show the latest revision dates for the documents listed below.
Critical Path Memorandum for Project Development 05-24-04 (General Information)	<ul style="list-style-type: none">• The submittal dates have been updated through the August 15, 2006 letting.• Throughout the document, references to "the district" have been changed to a more generic, "administering office" to account for projects administered by the Office of Systems Planning. The term, "administering office" has also been defined to refer either to the Office of Systems Planning or the district offices, based on the project's funding type. See the first paragraph on page 2 for an explanation.• An electronic copy of any needed special provisions is now also required with the check plan submittal. This allows the reviewer the option of returning special provision comments electronically.• The plan size and layout information was removed. This information is now contained in the plan review checklists.
Check and Final Plan Guidelines 05-24-04 (Index No. 8)	<ul style="list-style-type: none">• References to "the district" have been changed to "administering office."• The discussion of proprietary products has been expanded to better explain the conditions that permit their use and the needed approvals.